

WEEKLY PROGRESS REPORT

NAME

Lisa Glazer

Supervisor's Signature _____

LABORATORY TIME		
Time Allocation		Overtime
VACATION		
HOLIDAY		
SICK		
PERSONAL		
COMP TIME		
LEAVE W/O Pay		
COURT		
COURT TRAVEL		
QA/QC		

Week Ending

Drug Laboratory

RUSH cases*

TOTAL SAMPLES COMPLETED: 0

N/A=No Analysis Needed

SUMMARY

SAMPLES ASSIGNED

SAMPLES COMPLETED

SAMPLES IN BACKLOG

INSTRUMENT MAINT.			
TRAINING			
TRAINING TRAVEL			
MEETINGS			
CASEWORK			
OTHER - IN LAB			
OTHER - OUT OF LAB			
Total All			0
Total Out of Lab			

Comments:			In Progress	In Progress

Total time out of lab	0.00
Total time in lab	37.50
Total overtime*	0.00

Cases worked on OT					

Case#	Type	#																
																		0